



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON VICENZA
UNIT 31401, BOX 41
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IMEU-VIC-LGT

15 SEP 2008

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: U.S. Army Garrison (USAG) Vicenza Policy Memorandum # 08-02 (Version 2),
Resolution of Traffic Tickets

1. This memorandum supersedes policy memorandum #08-02, Resolution of Traffic Tickets dated 14 Mar 08.
2. References:
 - a. AE Regulation 55-1, US Motor Vehicle Operations on Public Roads, 24 May 2005.
 - b. AE Regulation 58-1, Management, Acquisition and Use of Nontactical Vehicles, 25 April 2007.
 - c. AE Regulation 385-55, Prevention of Motor-Vehicle Accidents, 13 February 2006.
 - d. USAG Vicenza External Transportation Motor Pool SOP, 31 March 2008.
 - e. Multilateral North Atlantic Treaty Status of Forces (NATO SOFA), 4UST 1792, 23 August 1953.
 - f. USASETAF (ABN) Regulation 190-2, Traffic Supervision and Privately Owned Vehicle Operator License, 10 January 2007.
3. Article VII, paragraph 1(B) of reference e is clear that military and civilian members of forces in a host country are liable for any offences made against the Host Nation laws. The following procedures are to be implemented by all organizations within USAG Vicenza to ensure proper and timely resolution of Host Nation traffic tickets issued to operators of non-tactical vehicles (NTVs).
 - a. NOTIFICATION: All traffic tickets are received by the SETAF Carabinieri Traffic Office, which forwards the tickets to the Provost Marshal Office (PMO) Operations. PMO will contact the Transportation Motor Pool (TMP) to determine the driver and unit/directorate which controlled the vehicle at the time the ticket was issued. Once this is determined, PMO will notify the unit/directorate that a ticket has been issued for a vehicle under their control. Within one

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working day, the unit commander or supervisor will send a representative, normally the Transportation Coordinator [AE 58-1, paragraph 1-5.d. (11)], to the TMP to obtain a copy of the dispatch. This representative will determine who was the driver or senior occupant (AE 385-55, Appendix B) at the time the ticket was issued.

b. RESOLUTION: Once the responsible individual has been identified, the unit/organization will send the person who earned the ticket to PMO Operations within two working days to sign for the ticket. In most cases, individuals will have 60 days from the time they sign for the ticket to make payment. Once paid, a copy of the payment receipt will be presented within 24 hours to PMO Operations. If the responsible individual is no longer in Italy, the unit Commander/Director/Supervisor will provide written notification to the PMO, including the date of departure. This information will be provided by the PMO to the SETAF Carabinieri Traffic Office, who will notify the agency which issued the ticket, thus closing out the action.

4. It is the responsibility of commanders and supervisors to ensure that all drivers understand their responsibilities (AE 385-55, paragraph 3-5.b) and that they obey all Host Nation traffic laws and regulations (AE 55-1, paragraph 19.a). To ensure responsible individuals can be identified, procedures will be implemented by each organization to ensure vehicle dispatches are completed in their entirety as required in AE Reg. 58-1, paragraph 1-5.d.(9). Also, the suspending authority, as identified in Annex C of reference f, must counsel the violator(s) in writing warning them that future violations may result in discretionary suspension of their driving privileges.

5. Responsible persons who do not ensure proper completion of dispatch paperwork are subject to potential disciplinary and/or adverse administration action. Likewise, units with improperly completed dispatches may lose TMP privileges and/or TMP vehicles for periods of time.

6. Point of contact for this action at the Provost Marshal Office is at DSN: 634-7197. Point of contact for this action at the Transportation Motor Pool is the TMP Supervisor at DSN: 634-6916.


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